

| Item | Action | Reason |
|--|---|--|
| 117: Single Parent | Set to missing for adults and dislocated workers in WV. | WV reported almost no single parents among adults and dislocated workers. |
| | None. | CT reported about 1% single parents for youth. |
| | None. | NY reported very few (<0.5%) single parents among adults and dislocated workers. |
| 118: Unemployment Compensation Programs | Set to missing in MS for registrations before 4/1/2004 | MS has too many code '3's (exhaustee) and almost no code '4's (no) for registrations before 4/1/2004. In the JTPA SPIR, code 3 meant 'no'. MS may have continued using the old codes. |
| | None. | AL and GA, show large percentages (about 0%) with code '3' (exhaustee). AL is especially high for registrations between 7/1/2005 and 7/1/2006. . |
| | Set to missing in WIBs 41015 and 41075 in OR for registrations before 10/1/2005. Set to missing in WIBs 41015, 41060, and 41075 for adults and dislocated workers who registered on or after 10/1/2008 | WIBs 41015 and 41075 show more than 50% code '3' (exhaustee) almost no '4's (no) for adults, dislocated workers and youth who registered before 10/1/2005. WIBs 41015, 41060, and 41060 show many '3's and almost no '4's for adults and dislocated workers who registered on or after 10/1/2008. They are likely using code '3' for 'no' in many cases, as was done before PY 2000. |
| 119: Low Income Check after fixing for TANF, GA | Set to yes if TANF = yes or Other Public Assistance = yes (done after TANF and Other Public Assistance corrections below) | Creates consistency between TANF, Other Public Assistance and low income per law |
| | Set to missing in PA for youth | PA reported only 38% low income for youth when 90% is required. This is not possible. |
| | Set to missing for youth in HI for registrations before 1/1/2006 except in WB 15010. | The percent of youth who are low income is less than 50% yes for registrations before 1/1/2006 in WIBs other than 15010. |
| | Set to missing in DE for youth for registrations before 7/1/2007 | The percent of youth who are low income is less than 50% yes for registrations before 7/1/2007 in DE when 90% is required. . This is not possible |
| | Set to missing in OR for registration dates on or after 10/1/2008 | Almost no low income adults for these registrations, |
| | Set to missing in MD | MD reports only 5% low income adults and 10% low income youth. |

| Item | Action | Reason |
|--|---|--|
| 120: TANF | Set to missing for adults in PR. | PR reported only code '1's (yes) for adults. . |
| | None. | MA reports that nearly 40% of adults received TANF. This is high compared to other states. VI reported no TANF and DE reported no TANF youth. |
| 121: Other Public Assistance (General Assistance (GA), Refugee Cash Assistance (RCA), Supplemental Security Income (SSI), Food Stamps) | None. | Beginning with PY 2005 this field was changed to include receipt of Food Stamps. Some states implemented this change; others did not. Because Food Stamps is very large relative to the other components of this field, the field is almost meaningless. WV reported none, VI almost none for adults and youth. AL, CO, KY, MD, NJ, NV, NY, PR, TN, UT, WI, reported less than 5% for adults. CT, FL, IA, and RI, OR, and VT reported less than 10% for adults. |
| 122: Highest Grade Completed | None, except as noted below. | This field requires high school graduates to be reported as code '87' and code '12' to be used for individuals who completed the 12 th grade but did not graduate. Before PY 2005, code '12' was used for all individuals who completed the 12 th grade, including those who graduated. The file has many more '12's than one would expect. It is likely that many of these '12's are really graduates. Only the most clearly erroneous '12's have been changed to '87', as indicated below. |
| | For youth, change code '12' to '87 if school status at participation = 3 or 5. | If school status at participation indicates that a youth was a graduate attending postsecondary school (code '3') or a high school graduate not attending school (code '5'), then change highest grade completed from 12 to graduate. |
| | For youth, changed code '12' to code '87' for individuals with education status at participation (Item 130) = 3 (high school graduate attending postsecondary school) or '5' (high school graduate not attending school). | The coding for highest grade completed was changed for PY 2005. '12' now means completed the 12 th grade but did not graduate. Code '87' is now used for high school graduates. We assume that youth with highest grade completed of 12 are really graduates if the education status field indicates that they are graduates |

| Item | Action | Reason |
|------|--|--|
| | <p>Changed 'code 12' to code '87' for adults and dislocated workers in the following WIBs</p> <p>19080, 19095, 19120, 19130, 19135, 19150, 19901, 21909, 28901, 30901, 30902, and 44901</p> <p>19115 for registrations before 7/1/2006 19155 for registrations before 10/1/2004</p> | <p>These WIBs reported more adults and dislocated workers with highest grade completed equals 12 than high school graduates. It is likely that most of the individuals with highest grade completed of 12 are really graduates. The youth data for these WIBs look reasonable.</p> |
| | <p>Changed zero to missing for adults and dislocated workers in WIB 36015 in NY (NYC)</p> | <p>This WIB reported zero for 7% of adults and dislocated workers who received intensive or training services. The vast majority of these zero's must represent missing data.</p> |
| | <p>Changed zero to missing for the following WIBs for adults and dislocated workers:</p> <p>1005, 1901, 1902, 1903, 12165, 19080, 19901, 19903, 24025, 24055, 27903 30901, 30902, 44901</p> <p>19135 for registrations before 1/1/2008 24060 and 19150 for registrations before 4/1/2008</p> | <p>These WIBs have more than 3% zero and no missing for adults and dislocated workers.</p> |
| | <p>In 41015, 41075, 41060, 41080 (WIBs) and 41901 (NEG) in OR, zero was changed to missing for adults, and dislocated workers.</p> | <p>These WIBS report many zeros for adults and dislocated workers and almost no missing data.</p> |
| | <p>Changed zero to missing in:</p> <p>DE and WIBS 40040, 40055, 41080, 51025, 72065, 72888, and 72903 for youth.</p> <p>WIBs 34020, 34025, and 34035 in NJ for registrations before 1/1/2008</p> | <p>These WIBs have more than 3% zero for youth and almost no missing data.</p> |
| | <p>None.</p> | <p>MA and MS report high values of code '12' (completed the 12th grade but did not graduate) for adults and dislocated workers. It is possible that these should be treated as graduates, but a larger percentage was reported as graduates and there was no exit, registration or WIB pattern.</p> |

| Item | Action | Reason |
|--|---|--|
| 123: Displaced Homemaker | Changed missing (blank or zero) to code '2' (no). | Displaced homemaker is an eligibility criterion for dislocated workers, the only group for whom this field is collected. Therefore, we assume that individuals with missing data did not become eligible for the WIA dislocated worker program because they were displaced homemakers. More than 60% were missing in TX. |
| | None | No displaced homemakers were reported in VI. Almost no displaced homemakers reported in GA, MA, MN, NH, NJ, and NV Displaced homemakers are about 16% of dislocated workers in AK, 12% in WY, and 11% in MS and NM, Other states are below 10% |
| 124: Date of Actual Qualifying Dislocation | None | This field is missing for many dislocated workers (about 40%). |
| | Dislocation dates before January 1, 1960 or after 10/15/2009 were set to missing. | There are some extreme dates of dislocation: some years ago, others after the exit date. |
| 125: Homeless Individual or Runaway Youth | Set to missing for adults who were not also youth in MD, PR, VI, and WV | Homeless was a new data item for adults beginning with PY 2005, although it was collected before PY 2000. These states reported no homeless adults (except for some adults who were also youth). |
| | Set to missing for adults who were not also youth and registered before 7/1/2005 in ND. | ND did not report any homeless adults who registered before 7/1/2005, when this reporting requirement became effective. |
| | Set to missing for youth in PA | Almost all the youth data in PA were missing. The remaining data were set to missing. |
| | None. | AL, AR, IL, KY, LA, MO, MS, NY, NV, NM, PR, RI, and TN, reported almost no homeless adults except possibly for a few who are also youth. |
| | None | MS reported almost no homeless youth and VI no homeless youth. |
| | Changed blank or zero to '2' (no) in OR for adults | OR reports many blanks and no '2's (no) and a reasonable number of '1's (yes) for adults. Blank must mean 'no'. |
| | Set to missing (blank) in MD | MD reported only no '1's (yes), only blank and '2' (no). |
| 126: Offender | Blank (missing) changed to 'no' for individuals who registered and exited after 7/1/2005. | Missing data are not allowed in this field, for which reporting became effective 7/1/2005. |

| Item | Action | Reason |
|---------------------------------------|---|--|
| | Set to missing for adults who were not also youth in WV | Offender was a new data item for adults beginning with PY 2005, although it was collected before PY 2000. WV reported no offender adults (except for a few among adults who were also youth). |
| | Set to missing for adults who were not also youth in: AK for adults who registered before 7/1/2005 MD for adults who registered before 1/1/2007 | AK and MD did not report any offenders among these adult registrants who were not also youth and reported none in last year's submission. |
| | Set to missing for adults who were not also youth who registered before 7/1/2005 in PR | PR did not report any offenders for adults who were not also youth and registered before 7/1/2005, when this reporting requirement became effective. |
| | Set to missing for adults who were not also youth in TN | Offender was missing (blank or zero) for almost all adults and code '1' (yes) for only one adult. All data was set to missing for adults who were not also youth. |
| | Change blank or zero (missing) to 2 for adults in OR | In OR, no code '2's (no) were reported for offender for adults, only missing (blank or zero) and code '1' yes. The missing data must mean no. |
| 127: Pregnant or Parenting Youth | None. | CT reported almost no pregnant or parenting youth. |
| 129: School Status at Participation | Make consistent with highest grade completed: If highest grade > 12 and not 89 change from attending high school to attending post high school or from dropout to high school graduate. If highest grade completed < 12 (but not missing) change from attending post high school to attending high school and from high school graduate to dropout. | Some records have inconsistent data in the education status and highest grade completed fields. This adjustment assumes that the attending school portion of education status is correct and that the detailed highest grade completed is correct. There were more inconsistencies in AL (>3% of youth), PA (>5%) and TX (3%) than in other states. |
| 130: Basic Literacy Skills Deficiency | In NY, set to the value in the PY06 submission if the date of first youth service is before 7/1/2006 and there are no pretests reported. | NY reported almost no basic skills deficient for youth who began youth services before 7/1/2006. These data also do not conform with data for the same youth reported in PY 06 The vast majority of the difference is youth with no pretests recorded and first dates of youth service before 7/1/2006, when pretests became required. It looks like NY erroneously changed these data to make them consistent with pretests. |

| Item | Action | Reason |
|---------------------------------------|--|---|
| | <p>Set to missing in TX for youth who began youth services before 7/1/2005.</p> <p>Set to missing in MO and WV for youth who began youth services before 7/1/2006.</p> | These states report almost no basic skills deficient youth who started youth services before the dates the literacy numeracy measure became effective (7/1/2005 in TX and 7/1/2006 in MO and WV and much higher values after these dates. We are unable to retrieve data from previous submissions because the data were also abnormally low for TX and WV and IDs did not match for MO. |
| 131: Foster Care Youth | Set missing (blank and zero) to 'no' for registration dates on or after 7/1/2005. | Blank and zero are not valid values after this item became required on 7/1/2005. |
| | Set to missing for registrations before 7/1/2005 in AL, DC, LA, MS, PR, TN, and VI. | These states reported no or very few foster care youth for registrations before 7/1/2005, when reporting this field became effective. |
| | Set to missing for registrations before 7/1/2004 in AR. | AR reported very few foster care youth for registrations before 7/1/2004 both this year and previous years. |
| 302: Date of Registration | Registration dates before January 1, 1990 or after the exit date were set to missing. | There are some extreme dates of registration: some years ago, others after the exit date. |
| 303: Exit Date | Only records with exit dates between January 1, 2007 and March 31, 2009 are included in this file, except that youth with later exit dates or without an exit date are included. | Younger youth with later exit dates or without an exit date are included to allow computation of the younger youth skill attainment rate. Both older and younger youth are needed to allow computation of the literacy and numeracy measure. However, it is possible that some youth without an exit date may have exited between April and June 2009. So these additional younger youth data should be used only for these calculations. |
| 304-313: WIA Programs | Missing data set to 'no' | If a yes does not appear for a WIA program, we assume the individual did no participate in that program, except as noted below. |
| | Records with no program reported as 'yes' or with the only yes's in 311: Rapid Response or 309: Incumbent Worker Statewide are excluded from the file | Records for individuals with no for all WIA programs or Rapid response or Incumbent worker only should not have been submitted. Rapid response additional assistance only records are included in the file. |
| 307: Youth (Statewide 15% Activities) | Set to missing for individuals who were not youth. | |
| | None. | ID reports all youth as being in both local and statewide programs. |

| Item | Action | Reason |
|----------------------------------|--|--|
| 311: Rapid Response | None. | AR, DE, GA, IA, KY, ME, MN, NC, NV, NY, PA, PR, SD, VI, VT, WA, and WY did not report any Rapid Response. AK, KS, MI, MO, and NJ reported very few Rapid Response recipients This field is required only if a rapid response participant also participated in a local, state or NEG dislocated worker program. |
| 313a-c: National Emergency Grant | Treat 0 or 0000 or 9999 as not NEG | 0 or 0000 seems to be used to denote blank or no rather than true NEG grant |
| | None. | No NEG's reported in AZ, AL, CO, DC, DE, ND, NM, NV, NY, OK, PR, VI, VT, and WY. Some of these states may not have any NEG projects. Only a few NEG's were reported in NE (6), NJ (2), and UT (6). |
| | None. | In CT, MN, NE, and UT, all reported NEG participants are co-enrolled in local or statewide dislocated worker programs. In WI almost all reported NEG participants are co-enrolled in local programs. These states may not be including NEG participants who are not co-enrolled in its WIASRD submission, as required. |
| | None. | In NH, and OR, no NEG participants are co-enrolled in local or statewide dislocated worker programs. |
| | None. | Invalid NEG codes were reported in CT, FL, KY, MD, OH, PA, TX and VA. |
| | Moved codes beginning with 'WR' from 313a or 313b to 313c. | FL reported codes for WIRED codes in 313a when they are to be reported in 313c. Records with these codes and codes beginning with 'CAA' are included in the public use file only if they are coenrolled in local, statewide or NEG program. |
| 314-329: Partner programs | Change 2 to missing (2 is not a valid code), except for veterans programs change 3 to missing and leave code '2' for Wagner-Peyser, TAA, and Veterans programs | Reporting partner programs is optional except for TAA and Wagner-Peyser. Reporting instructions were to use only the codes for yes and to leave blank otherwise when reporting was not required. "2" is a valid code for Veterans programs. |
| | None. | Some states reported that 100% participated in at least one partner program, including AZ, CA, DC, FL, HI, LA, ND, NM, PR, RI, SC, SD, UT, VA, and WY. NH states reported no participation in partner programs, PR reported almost none. |
| 318: Veterans programs | '2's changed to blank (no) in PR. | PR reported only '2's (yes, VWIP). This is not possible |

| Item | Action | Reason |
|--|---|--|
| | Code '3' changed to blank (no). | Some states used code '3' to denote 'no' in previous submissions. |
| 319: Trade Adjustment Assistance (TAA) | None. | None reported in DC, NH, OH, VI, and WA. This is possible if few in the state are served by TAA or if there is no coenrollment between WIA and TAA. |
| 322: Wagner-Peyser Act | Changed '0' to '2' in PA. | PA shows only 0's and 1's (yes). This field is required and no's are to be reported using code '2'. |
| | None. | None reported in NH. Only a few (<5%) reported in AL, MN, OR, and PR. Fewer than 10% reported in DE, IL, NE, NC, and TN. |
| | None. | All adults, dislocated workers and youth are coenrolled in Wagner-Peyser in AZ, CA, FL, HI, ND, NM, RI, SC, SD, UT, VA, and WY. |
| 325: Employment and Training Programs Related to Food Stamps | <p>Set to missing in:</p> <p>CT, MO</p> <p>WIBs 26020, 26045, 26060, 26090, 26095, 26100, 26115, 26130, 26145, 26150, and 26165 in MI.</p> <p>WIBs 47005, 47010, 47075, 47085, and 47115, in TN.</p> <p>WIBs 04020 in AZ, 06115 and 06150 in CA, 16005 in ID, 48140 and 48260 in TX, and 78903 in VI.</p> | <p>This field is intended to report participants in the Food Stamps E&T program. However, these states and WIBs report participation rates that seem much too high (>7.5% among all exiters or >5% this year and >7.5% last year). They may be reporting receipt of Food Stamps (which was reported in this field under JTPA) instead.</p> <p>CT is more than 20% yes. MO is more than 10% yes.</p> <p>These states and WIBs reported high percentages of yes, either for all registrations or the registrations indicated.</p> |
| 326: Other WIA or Non-WIA Programs | None. | Several states reported relatively high values, including AL (80%), IA (>10%) MA (10%), NE (>15%), PR (17% for PY08 exiters), TX (10%), and WI (10%). This is unusual, but possible. Other states are less than 5%. |
| | <p>Change '2' (ARRA only) to missing for exit dates before 2/17/2009.</p> <p>Change '3' (ARRA and other WIA or nonWIA) to '1' (other WIA or nonWIA) for exit dates before 2/17/2009.</p> | Codes '2' (ARRA only) and '3' (ARRA and other WIA or nonWIA program) are intended to identify individuals whose services were funded by the American Recovery and Investment Act (ARRA), which was effective February 17, 2009. Individuals who exited earlier cannot have received services funded by ARRA. CA reported many code '3's and other states reported a few '2's and '3's with exit dates before 2/17/2009. |
| 328: Supportive Services | None. | All no in VI. Almost all no in NJ. |
| | Missing or invalid codes changed to 'no' | Assume that missing means 'no' because this is a type of service. |

| Item | Action | Reason |
|---|---|---|
| 329: Needs-based payments | None. | All no in DE, GA, HI, KY, NH, NV, OR, SD, UT, VI, and VT. |
| | Change missing or invalid codes to 'no'. | Assume that missing means 'no' no' because this is a type of service . |
| 330: Received Disaster Relief Assistance | Changed missing (blank or zero) to code '2' (no) for dislocated workers participating in an NEG project. | Assume that missing means 'no' because this is a type of service. |
| | Set to missing (blank) for persons not participating in an NEG project. | This item is collected only for dislocated workers participating in NEG projects. |
| 331: Received Core Self-services and Informational Activities | Set to missing (blank) in AK, CO, DE, GA, IA, MN, ND, NH, SD, and VT. | This was a new reporting item in PY 2005. These states reported no or very few recipients of these services. We assume that the data was not collected. Because of the large amount of underreporting, use of this item is not recommended. |
| | Set to missing for exits before 4/1/2007 in FL Set to missing for exits before 1/1/2008 in NV Set to missing for exits before 4/1/2008 in NJ. | These states reported almost no recipients of these services for these exits. |
| 332: Date of First Staff Assisted Core Service. | Change missing to the registration date. | This is a new reporting item for PY 2005. All adults and dislocated workers reported on the WIASRD should receive a staff-assisted core service. When this date is missing, we set it to equal the registration date, except in states that submitted records for self-service only participants (AK,AR,CT,DE, IN, KS,KY, MA, NY, OH, OK, and TX). Almost none were reported in KY and VT; missing for many in AL, CT, DE, GA, IA, IN, KS, MD, MI, NE, NJ, NV, OR, SC, TN, VA, VI, WA, WV, and WY. |
| 333: Received Workforce Information Services | Set to missing in DE GA, IA, KY, NH, NJ, NV, VA, VI, and VT. | This was a new reporting item in PY 2005. These states did not report any recipients of these services (LA, reported almost none). We assume that the data was not collected. Because of the large amount of underreporting, use of this item is |

| Item | Action | Reason |
|--------------------------------------|---|---|
| | | not recommended. |
| | Set missing to '2' (no) in CT, IL, MD, TN, and WV. | These states report only code '1's (yes) and missing (CT reported just a few '2's (no)); missing is an allowable code, but probably means 'no' in these states. |
| | Set to missing for youth who are not adults or dislocated workers in FL, HI, LA, RI, SC, WI, | These states did not report any recipients of workforce information services for youth who were not also adults or dislocated workers (FL reported almost none). |
| | None | CA, ID, MI, OR, and SD reported that all adults, dislocated workers and youth received workforce information services; NM reported that all youth received these services. OK reported than almost all received workforce information, while ND reported that almost all youth received these services. |
| 332: Date of first intensive service | Intensive service dates before January 1, 1990 or after the exit date were set to missing. | There are some extreme dates of first intensive service: some years ago, others after the exit date. Note: dates of first intensive service before the registration dates are possible if the intensive service was provided by a partner program. |
| | None | There are some records that do not have an intensive service date even though the individual received training. DE is missing the intensive date for 99% of trainees, GA for 38%, KY for 23%, NJ for 44%, VI for 100%, and VT for 93%. Other states are missing less than 20%. |
| | Changed missing to the registration date for adults and dislocated workers when prevocational services was reported as 'yes'. | Some states did not always report a date of first intensive service for adults and dislocated workers who received prevocational services, which is an intensive service. |
| 335: Date Entered Training | Training service dates before January 1, 1990 or after the exit date were set to missing. | There are some extreme dates of first training service: some years ago, others after the exit date. Note: dates of first training service before the registration dates are possible if the training service was provided by a partner program. |
| | Training date was set to missing if the type of training #1 was not reported. | |

| Item | Action | Reason |
|---|--|--|
| Training | Create a new field, training (Item 938). Training= 1 if (adult or dislocated worker or older youth) and [training date is a valid date) and (Type of Training #1 is >=1) | This definition of training is used in the definition of the WIA credential rate. |
| 336: Date Completed, or Withdrew from, Training | None. | The training completion date is missing for many exiters who received training. MO did not report the completion date for any trainees. This was a new item for PY 2005. |
| 337: ITA | Set to 2 if missing or invalid | Assume that individuals not reported as having an ITA did not have one. |
| | None. | ITAs were established for all adult and dislocated worker training recipients in DE, KS, and NC. MT did not establish any ITAs. |
| 338: Pell Grant Recipient | Change missing (blank or 0) to code '2' (no). | Missing data are not allowed. A few states have a small amount of missing data. |
| | None. | Less than 1% of adults, dislocated workers, and youth were reported as receiving Pell grants in DE, LA, MA, MD, MO, NH, NJ, NY, OK, OR, and VI. |
| 339: Received Prevocational Services | Set to Missing in AR, WV, and WY | None reported in these states. This was a new item for PY 2005. |
| | Set to missing in CT, GA, MS, NH, RI, and VA. | Very few (<1%) yes's reported in these states. |
| | Set to missing for in DC | DC reported almost no prevocational services for adults and dislocated workers who registered before 7/1/2007 and or after 3/31/2008 |
| | None. | All yes for adults and dislocated workers who received intensive services or training in OR, almost all yes in MI, 96% yes in PA. |
| | Set to missing for adult and dislocated workers who exited before 7/1/2007 in KS. | Almost no prevocational services reported by KS for adults and dislocated workers who exited before 7/1/2007. |

| Item | Action | Reason |
|--|--|--|
| 340: Type of Training Service # 1 341: Type of Training Service # 2 | None. | DE, IL, KS, MN, and OR report many code '2's (Skill Upgrading & Retraining) and no or very few code '6's (Other Occupational Skills Training). Many other states report many code '6's and few or no code '2's. It is likely that there is not any consistent difference between codes '2' and '6'. They should probably be treated as equivalent. |
| | Set to missing if the date entered training is not reported. | |
| | Type of Training #2 set to missing if Type of Training #1 is not reported. | |
| 338: Occupational skills training code | None. | This field contains the occupational of training code as reported. Although use of O*Net 4.0 or later codes was required, many states use other coding systems (e.g., DOT, CIP, OES, O*Net 98, etc.), as was allowed in previous years. We developed a calculated variable by converting these alternate codes and the O*Net 4.0 codes to O*Net 10.0 codes. See Item #917. |
| | Set to missing for adults and dislocated workers if no training received. | |
| | Set to missing if all '9's or '0's. | Invalid codes |
| | None. | Occupation codes for the training program is frequently not reported |
| 343: Enrolled in Education | None. | While most states show near 100% enrolled in education for those attending school at either participation or exit, some states show much less: AL (81%), CT (44%),and PR (86%) |
| | None. | DE and NH report that all youth were enrolled in education. |

| Item | Action | Reason |
|---|---|---|
| 344-0-348: Youth Services | If all youth services are 'no' for an individual, set all youth services to missing | <p>Many cases show no services for youth, which is impossible. We assume that if no services were reported for a youth that it was a reporting problem.</p> <p>Some states show fewer than 5% of youth without any youth activities. In these states, youth without activities may really have not received activities.</p> <p>Other states show more than 15% without activities—most likely a reporting problem. States with more than 15% without any activity include AL (>20%), GA, MD, ME (>30%), NJ (>40%), OR (>80%), and TN (>20%).</p> |
| 349: Received 12 months of follow-up | Set to missing for exiters after 6/30/2008 and those who have not exited. | Too soon to determine at submission date for later exiters. Many states report at least some 'yes' values for youth who have not been out of WIA for 12 months and even for some who have not exited. |
| | None. | None reported in AR, DC, DE, KS, OK, and VI. Almost none reported in MD, NC, and OH. Some other states have very few reported even though providing 12 months of follow-up is required. |
| 603-606, 610-614, 616, 618, 619: Adult, Dislocated Worker, and Older Youth outcomes | Set to missing if not adult, dislocated worker, or older youth. | These data are not to be reported for younger youth. |
| | None. | WV reported abnormally low values for wages in the 1 st , 2 nd , 3 rd , and 4 th quarters after exit for those who exited between 1/1/2007 and 3/31/2007, but employment in those quarters was normal due to higher than normal supplemental data. When these same data were reported in last year's submission, more wages and less supplemental data was reported for the same individuals. |
| 601, 605, 607, 609: Employment in Quarters 1, 2, 3, and 4 after exit | Set to 1 if quarter 1 wages >0 (but not 99999 or 99999.99). | Person should be reported as employed if wages > 0 in wage records. |
| | Set code 3 to 2 (no) | Some states have code 3 (too early to collect data) in quarters when data are reported for most exiters. For quarters where data should be available, code 3 is treated as 'no'. |
| | Set missing to 2 (no) except when specifically set to missing | If person is not found in the wage records for a quarter, employment is 'no' unless supplemental data are available. |

| Item | Action | Reason |
|---|---|---|
| | Quarters 2 and 4 set to missing for younger youth who are not also adults or dislocated workers | These data are not required for younger youth. |
| 602, 606, 608, 610: Type of Employment Match Quarters 1, 2, 3, and 4 after Exit | Set to '1' if not 1, 2, 3, or 4 and wages in the quarter >0 (not 999999.99) | If wages are reported we assume that wage records were used, unless another type of administrative record is reported. . |
| | Set to missing if employment in the quarter not equal 1 | Type of match reported only if the person is employed. |
| 612, 613, 614: Wages in the 3 rd , 2 nd , and 1 st quarters before participation | Blank values were set to zero. | 99999.99 is to be used for missing data. We assume that blank means zero. |
| | Values of 99999 or 99999.99 were set to missing (blank) | These values signify that the state was unable to obtain the wage record information because the quarter was too far back in time to access easily. |
| | Change negative values to zero. | |
| | Values over 999999.99 were set to missing | We assume such values are invalid. |
| | Missing and 999999.99 were set to zero in AK | AK reports many missing and/or 999999.99 (too soon to determine), but no zero wages. They have a normal amount of positive wages. It is likely that the missing and 999999.99 really mean zero. |
| | Set to missing in PR for older youth who are not also adults or dislocated workers. | PR reported abnormally low positive wages before participation for older youth who were not also adults or dislocated workers. |
| | Set to missing in: MA, MT, CO, NE, and PR for exit dates on or after 10/1/2008 SD for all exiters | Many fewer positive wages for these exiters than for earlier exiters. MT and PR also show much missing data for these exiters. SD reported relatively few exiters with earnings in the 1st, 2nd and 3rd quarters before participation--less than 5% in the 2nd and 3rd quarters before participation and 16% in the quarter before participation. Most other states are above 60%. This is possible but seems unlikely. |
| | None | OH and PR report a large amount of missing data and MT some missing, but also have many zeros. The missing data may really mean zero. |
| 614: Wages in the quarter before participation | Set to missing for older youth who are not also adults or dislocated workers | Not required for older youth |

| Item | Action | Reason |
|---|---|--|
| | Set to missing in PR | No positive wages in quarter before exit reported by PR. This item was new for PY 2005. |
| 615, 616, 617, 618: Wages in Quarters 1, 2, 3, and 4 after Exit | Set missing or 99999.99, 99999 to zero except when specifically set to missing | Code 99999.99 was intended to capture cases when it was too soon to capture wage record data—should occur for all or no exiters in a quarter. If occurs for all or many exiters in a quarter, then was set to missing above. AK and CO show no zeros, many missing; PR shows few zeros, many missing, for younger youth (1 st and 3 rd quarters). IA and MO show some missing |
| | Change negative values to zero. | |
| | None. | Very low percentage of wages are positive for younger youth in OH due to the use of supplemental data to determine employment (>75% of employment). |
| | Values over 999999.99 were set to missing | We assume such values are invalid. |
| 601, 615: Quarter One wages and employment | Set to missing for exit dates on or after 10/1/2008 | Too soon to report on submission date. |
| 606, 616: Quarter Two wages and employment | Set to missing for exit dates on or after 7/1/2008 | Too soon to report on submission date. |
| | Set to missing for younger youth who are not also adults or dislocated workers. | Quarter two data is not required for younger youth. |
| 608, 617: Quarter 3 wages and employment | All: set to missing for exit dates after March 31, 2008 | Too soon to report on submission date. |
| 610, 618: Quarter Four wages and employment | Set to missing for exit dates on or after 1/1/2008 | Too soon to report on submission date. |
| | Set to missing for younger youth who are not also adults or dislocated workers. | Quarter four data is not required for younger youth. |

| Item | Action | Reason |
|---------------------------------------|---|---|
| 603: Occupational Code (if available) | None. | <p>This field contains the occupation code as reported. Although use of O*Net 4.0 or later codes was required, many states use other coding systems (e.g., DOT, OES, O*Net 98, etc.), as was allowed in previous years. We developed a calculated variable by converting these alternate codes and the O*Net 4.0 codes to O*Net 10.0 codes. See Item #919.</p> <p>This field is frequently missing because occupation is not included in the wage records that are used to collect employment outcome data.</p> |
| | Set to missing if not employed in the quarter after exit. | |
| | Set to missing if all '9's or '0's. | Invalid codes |
| 605: Training-related employment | Set to missing if employed Q1 not = 1 | Required item only for those employed in quarter after exit |
| | Set to missing if no training for those who are not youth. | Required for adults and dislocated workers only if the individual received training. |
| | <p>Set to missing in PA, and VI.</p> <p>Set to missing in the following WIBs and statewide programs: 8901 in CO, 15015 and 15901 in HI, 21005, 20901 in KS, 21050, 21055, 21090, 21901, and 21902 in KY, 24040 in MD, 34025, 34030, 34050, 34080, 34090 and 34902 in NJ, 39165, 39255, 39901, and 39903 in OH, 44901 in RI, 45901 in SC, and 54015 and 54901 in WV.</p> | All 'no' in these states, WIBs, and statewide programs. . |
| | Set to missing AZ, DC, NV, NY, OR, and TX. | These states have abnormally low values (<15% yes) and there are few WIBs over 40% yes |
| | <p>Set to missing in the following WIBs and statewide programs: 12195 in FL, 21045 and 21065 in KY, 27903 in MN, 34010, 34020, 34105, and 34115 in NJ, 39085, 39220, and 39902 in OH, 47105 in TN, 53901 in WA, and 72005 and 72045 in PR</p> | These WIBs and statewide programs have abnormally low values (<5% or were <5% last year and <10% this year) |

| Item | Action | Reason |
|------------------------------------|--|---|
| | None. | Many other WIBs show low values (<20%). They seem to be reporting that the individual did not enter training-related employment when they don't know whether or not the employment was training-related. The above data adjustments only screened out the most extreme cases. Extreme care should be taken when using this data. |
| | Set to missing in: LA for exit dates before 7/1/2007 ND for exit dates before 10/1/2007 | These states have abnormally values for these exiters. |
| 607: Nontraditional employment | Set to missing if employed Q1 not = 1 | Required item only for employed in quarter after exit. |
| | Set zero to missing (blank). | Zero is an alternative code for missing. With the change all states are consistent. |
| | Set to missing in OR, PA, and VI. | None reported. |
| 619: Type of Recognized Credential | Set to missing for exiters on or after 10/1/2008 | Data not yet complete. |
| | Set to missing for adults and dislocated workers who did not receive training (as defined above) and were not older youth. | Some states reported credential for individuals who were not recorded as receiving training. Credential counted only for those adults and dislocated workers who received training. |
| | Set missing to 0 (no) if older youth or if an adult or dislocated worker who received training. | Assume blanks are no when required. |
| | Set to missing for a adults and dislocated workers who are not also youth in KS and ND. | KS reported almost no credentials for adults and dislocated workers who received training. ND reported none for adults and dislocated workers who exited on or after 7/1/2007. |
| | None. | Data may be incomplete for exiters after 9/30/2008. |
| | Set to missing in TX | No credential data was reported. TX has a waiver that allows them to report on the common performance measures rather than the other WIA measures. |
| 621-667: All Goal | Set to missing if not younger youth | Relevant only for younger youth. |

| Item | Action | Reason |
|--|--|--|
| information | None. | No goal data reported in CO (PY 2008 exiters), MO, MT, OH, PA and TX. These states have waivers from collecting younger youth goal information. |
| 620, 624, 628, 632, 636, 640, 644, 648, 652, 656, 660, 664: Goal Type #1-12 | If not 1, 2, or 3 set to missing | Invalid codes |
| | Set to missing if set date is after exit date. | Goals cannot be set after exit. |
| | None | Goals were reported as set for relatively few younger youth in some states. |
| 621, 625, 629, 633, 637, 641, 645, 649, 653, 657, 661, 665: Date Goal Set #1-12 | If after exit date set to missing | Goals cannot be set after exit. |
| | Set to missing if goal type is not 1, 2 or 3 | If no goal reported, then set date should be missing |
| 622, 626, 630, 634, 638, 642, 646, 650, 654, 658, 662, 666: Attainment of Goal #1-12 | If = 3 set to 2 unless exit reason is >0 and ne 98 and exit date less than a year after set date | Pending goals are allowed for exiters only if exit reason is recorded as >0 and ne 98. |
| | Set to missing if goal type is not 1, 2 or 3 | Create consistency |
| | If attainment date is after exit date: Set to 2 unless {exit reason is >0 and ne 98 and exit date less than a year after set date}. | Attainments after exit are not counted. |
| | If attainment date is after exit date and attainment = 2, then set to 3 if exit reason is >0 and ne 98 and exit date less than a year after set date. | Goals that are pending when a youth exits with one of the specified exit reasons are not counted in the performance measures and should be treated as 'pending'. |
| 623, 627, 631, 635, 639, 643, 647, 651, 655, 659, 663, 667: Date Attained Goal #1-12 | If before April 1, 2000, set to missing {except in early implementing states}. If before July 1, 1999, set to missing in early implementing states (FL, IN, KY, TX, UT, VT) | Attainments cannot occur before WIA started. |
| | Set to missing if attainment is not 1 or 2. | Create consistency |
| | Set to missing if attainment date is after exit date | Attainments after exit are not counted. |

| Item | Action | Reason |
|-------------------------------------|---|---|
| 668: Attained Degree or Certificate | Set missing to '4' (no) for youth who have exited. | <p>This information is required for the younger youth diploma rate. If the data is not reported, we assume that the youth did not receive a diploma.</p> <p>There is a very large amount of missing data in MO (older youth), and PR. However, these states do not report any 'no's or almost no no's. So it is reasonable to assume that the missing data means 'no'.</p> <p>There is a small amount of missing data for younger youth in, MS (<10%) and WV (22%). These data have been set to 4 (no).</p> <p>This field was new for older youth in PY 2005. Several states show significant missing data for older youth: GA 14%, and MS 7%, and WV 43%. These data have been set to 4 (no).</p> |
| | Set missing to '4' (no) for youth who have exited. | <p>This information is required for the younger youth diploma rate. If the data is not reported, we assume that the youth did not receive a diploma.</p> <p>There is a very large amount of missing data in MO (older youth), and PR. However, these states do not report any 'no's or almost no no's. So it is reasonable to assume that the missing data means 'no'.</p> <p>There is a small amount of missing data for younger youth in, MS (<10%) and WV (22%). These data have been set to 4 (no).</p> <p>This field was new for older youth in PY 2005. Several states show significant missing data for older youth: GA 14%, and MS 7%, and WV 43%. These data have been set to 4 (no).</p> |
| | For older youth, set missing to the appropriate value based on Item 619, Type of Recognized Credential. Set to 1 if Item 619 = 1 Set to 3 if Item 619 is 2, 3, 4, or 5. Set to 4 otherwise | Both items are required for older youth and report similar information. Item 619 codes are '1' (Highs School Diploma/GED), '2' (AA or AS degree), '3' (BA or BS), '4' (Occupational Skills Licensure, and '5' (Occupational Skills Certificate/Credential). |

| Item | Action | Reason |
|----------------------------|--|---|
| | Change '1' (high school diploma) and '2' (GED) to '4' (no) if the youth had a secondary school diploma at participation (Highest grade completed is 87, 88, 91, 16, or 17 OR School status at participation is 3 or 5) | A high school diploma can be attained only if the youth was not a high school graduate at participation. We treat the youth as a graduate at participation if Item 129, School Status at Participation, is 3 (Received secondary school diploma or equivalent and is attending a postsecondary institution) or 5 (High school graduate not attending school) or if Item 122, Highest Grade Completed, is 87 (High school diploma), 88 (GED), 91 (Associates diploma or degree), 16 (Bachelor's degree) or 17 (education beyond Bachelor's degree) |
| | None. | Some states show inconsistencies between this field and attainment of credential (Item 619). States with discrepancies include CA, CO, GA, IA, and MI. |
| 674: Diploma Date | Set to missing if diploma not = 1, 2, or 3. | Diploma date should be reported only for cases with diplomas |
| 670: School Status at Exit | None. | There is a lot of missing data for many states Extreme care should be taken when using this data. |
| | None | All missing in PA and TX. |
| | None. | There are inconsistencies among this item, Item 122, Highest grade completed, Item 129, School Status at Participation, and Item 668, Attained Degree or Certificate. |
| 671: Youth placement | Set to 0 if = not 0, 1-4 | Invalid codes. |
| | Set to missing for exiters after 9/30/2008. | Too soon to report complete data on submission date. |
| 672: Youth retention | Set to 0 if = not 0, 1-4 | Invalid codes. |
| | Set to missing for exiters on or after 4/1/2008 | Too soon to collect complete data |
| | None. | All missing in MO, TX, and VI. |
| | None. | All missing (no) for older youth in DC, NH, and VT. |
| | None. | Almost all missing for younger youth I VT |

| Item | Action | Reason |
|--|--|--|
| 701 to 743: Additional youth literacy and numeracy assessment data | None. | These data are extremely incomplete for youth who began participation before 7/1/2006. |
| | The calculated literacy/numeracy outcomes (Items 967 and 968) have been set to missing in PR and VT. | PR and VT did not report any literacy and numeracy data. |
| 901: Age at registration | Set to missing if age < 13. | Only individuals age 14 or higher at registration eligible for WIA. |

Appendix C
Definitions of Selected Calculated Variables
December 16, 2009

| Calculated variables | Definition |
|--|--|
| 915: Received Training 1 = yes 2 = no | = missing if not an adult or dislocated worker Else = 1 if Training date is a valid date and type of training #1 is > 0 Else = 2 |
| 922: Entered employment (Adult) 1 = yes 2 = no | = missing if exit reason >0 but not 98 OR not adult OR employed status at registration NE 2 or 3 OR employed Q1 was set to missing Else =1 if earnings Q1 > 0 OR (employed Q1 =1 and type of match Q1=5) Else = 2 |
| 923: Entered employment (Dislocated Worker) 1 = yes 2 = no | = missing if exit reason >0 but not 98 OR not dislocated worker OR employed status at registration NE 2 or 3 OR employed Q1 was set to missing Else =1 if earnings Q1 > 0 OR (employed Q1 =1 and type of match Q1=5) Else = 2 Includes NEG only even though they are not counted in performance measures. |
| 924: Entered employment (Older Youth) 1 = yes 2 = no | = missing if exit reason >0 but not 98 OR not adult OR employed status at registration NE 2 or 3 OR employed Q1 was set to missing Else =1 if |

| | |
|---|--|
| | <p>earnings Q1 > 0 OR (employed Q1 =1 and type of match Q1=5)</p> <p>Else = 2</p> |
| <p>925: Retention (Adult)</p> <p>1 = yes 2 = no</p> | <p>=Missing if exit reason >0 but not 98 OR not adult OR not [earnings Q1 > 0 or (employed Q1 = 1 and type of match Q1=5)] OR employed Q2 or employed Q3 were set to missing.</p> <p>Else = 1 if [earnings Q2 > 0 or (employed Q2 = 1 and type of match Q2=5)] AND [earnings Q3 > 0 or (employed Q3 = 1 and type of match Q3=5)]</p> <p>Else = 2</p> |
| <p>926: Retention (Dislocated Worker)</p> <p>1 = yes 2 = no</p> | <p>=Missing if exit reason >0 but not 98 OR not dislocated worker OR not [earnings Q1 > 0 or (employed Q1 = 1 and type of match Q1=5)] OR employed Q2 or employed Q3 were set to missing.</p> <p>Else = 1 if [earnings Q2 > 0 or (employed Q2 = 1 and type of match Q2=5)] AND [earnings Q3 > 0 or (employed Q3 = 1 and type of match Q3=5)]</p> <p>Else = 2 Includes NEG only even though they are not counted in performance measures.</p> |
| <p>927: Retention (Older Youth)</p> <p>1 = yes 2 = no</p> | <p>=Missing if exit reason >0 but not 98 OR not older youth OR not (earnings Q1 > 0 or (employed Q1 = 1 and type of match Q1=5)) OR employed Q3 was set to missing</p> <p>Else = 1 if earnings Q3 > 0 or (employed Q3 = 1 and type of match Q3=5)</p> <p>Else =Missing if Youth retention = 1 or 2 (postsecondary or advanced training)</p> <p>Else = 2</p> |

| | |
|---|---|
| 928: Average Earnings (Adult) | <p>=Missing if: exit reason >0 but not 98 OR not Adult OR Earnings Q1 or Earnings Q2 or Earnings Q3 is zero or missing:</p> <p>Else = Earnings Q2 + Earnings Q3</p> |
| 929: Average Earnings (Dislocated Worker) | <p>=Missing if: exit reason >0 but not 98 OR not Dislocated Worker OR Earnings Q1 or Earnings Q2 or Earnings Q3 is zero or missing:</p> <p>Else = Earnings Q2 + Earnings Q3 Includes NEG only even though they are not counted in performance measures.</p> |
| 930: Earnings change (Adult) | <p>= missing if exit reason >0 but not 98 OR not adult OR earnings Q1 = 0 OR match Q1 =5 OR match Q3=5 OR earnings Q2 is missing OR earnings Q3 is missing OR earnings 2nd Q before reg. is missing OR earnings 3rd Q before reg. is missing</p> <p>Else = earnings Q2 + earnings Q3 – earnings Qpre2 – earnings Qpre3</p> |
| 931: Earnings change (Dislocated Worker) | <p>= missing if exit reason >0 but not 98 OR not dislocated worker OR earnings Q1 = 0 OR match Q1 =5 OR match Q3=5 OR earnings Q2 is missing OR earnings Q3 is missing OR earnings 2nd Q before reg. is missing OR earnings 3rd Q before reg. is missing</p> <p>Else = earnings Q2 + earnings Q3 – earnings Qpre2 – earnings Qpre3</p> |